

MINUTES ADOPTED BY CITY COUNCIL

Greenville, NC
February 9, 2004

The Greenville City Council met in a regular meeting on the above date at 6:00 PM in the City Council Chambers, third floor of the Municipal Building, with Mayor Robert D. Parrott presiding. The meeting was called to order, followed by the invocation by Mayor Parrott, and the pledge of allegiance to the flag. The following were present.

Mayor Robert D. Parrott
Mayor Pro-Tem Ric Miller
Council Member Mildred A. Council
Council Member Ray Craft
Council Member Pat Dunn
Council Member Rose H. Glover
Council Member Chip Little
Marvin W. Davis, City Manager
Wanda T. Elks, City Clerk
David A. Holec, City Attorney

APPROVAL OF AGENDA

Motion was made by Council Member Little and seconded by Council Member Glover to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA - APPROVED

Motion was made by Council Member Craft and seconded by Council Member Glover to approve all the items under the consent agenda as listed below. Motion carried unanimously.

- (1) Minutes of the December 15, 2003 and January 5, January 8, January 14, and January 15, 2004 City Council meetings
- (2) Ordinance establishing a two-hour parking restriction in the City parking lot at the corner of Dickinson Avenue and Reade Circle (Ordinance No. 04-09)

BOARDS AND COMMISSIONS PRESENTATIONS

Community Appearance Commission

Mr. Sonny Barr, Chairman of the Community Appearance Commission, informed the Council that the emphasis has become on code enforcement issues rather than regulating "ugly." Enforcement personnel is needed by the City in order to accomplish this. He stated that the Commission has been actively involved in the Adopt-A-City-Street Program. A Neighborhood Services grant application has been submitted soliciting grants for neighborhood associations. A Tree Preservation Forum is being held the last week in February. Recently 20 awards were

given to businesses for Excellence in Landscape Design and Preservation. The Seventh Annual City-Wide Spring Clean-Up will be held from March 20-27 and the Commission will be participating in that. Mr. Barr challenged other commissions to choose an area to clean up.

Human Relations Council

Ms. Mary Ellen Bragaw, Chairman of the Greenville Human Relations Council, reported to the Council that during the past year, the Council has worked closely with businesses and governmental and private organizations to help alleviate injustices in the community. In 2003, the Human Relations Office responded to 419 complaints and/or requests for assistance, 139 tenant/landlord complaints, 118 requests from families needing assistance with their utilities, 62 requests from families needing assistance with rental payments, and 47 families in need of food and clothing. Last year, the Council assisted citizens alleging fraudulent acts by a mobile home dealership and the office is presently dealing with a similar situation where citizens feel their rights have been violated.

Ms. Franceine Pena, Vice Chairman, informed the Council that the Council is exploring two new initiatives—a Youth Council and an Outdoor Festival. It has also sponsored the Best-Irons Humanitarian Awards Banquet, the Young Citizen of the Year, Choices/Options, Dr. Martin Luther King, Jr. Holiday activities, Bill of Rights/Universal Declaration Rights Reading Day and a Fair Housing Seminar.

Board of Adjustment

Mr. Charles Farley, Chairman of the Board of Adjustment, informed the Council that in 2003 the Board considered 41 special use permits, three variances and one appeal concerning the Historic Preservation Commission's denial of a certificate of appropriateness. He reminded the Council that the feeling of the Board is that the special use permits for the land use intensity should go back to the Board of Adjustment and not be handled by the Planning and Zoning Commission.

Sheppard Memorial Library Board

Ms. Joanne Lewis, Chairman of the Sheppard Memorial Library Board, informed the Council that there are five libraries and one bookmobile. Last year, 312,000 people visited the library, which was a 2.74% increase over the previous year. There was a 7.24% increase in books and audiovisual borrowing, with over 300,000 being checked out. The Board has been focusing on applying for grants. They have received four grants totaling \$770,000, which was used to get books and buy computers. They hired a consultant for a strategic plan of library system. The results will be a visionary planning document for the next seven years. Plans are included in the Capital Improvement Plan to double the size of the Carver Branch Library. Sheppard Memorial Library has a long history of service to the community.

REQUEST BY GREENVILLE-PITT COUNTY CONVENTION AND VISITORS AUTHORITY TO PARTNER AND SUBMIT A BID TO HOST 2010 NCLM CONVENTION

Mr. Andrew Schmidt, Sales and Marketing Manager for the Convention and Visitors Authority, appeared before the Council regarding hosting the 2010 North Carolina League of Municipalities

convention. He expressed how having such a large convention of 1750 to 2000 municipal officials from across the State would give prestige to the City and would help legitimize Greenville as a meeting destination. It would also have positive political ramifications. The economic impact of such a convention on the City would be \$1.2 million. A Sunday to Tuesday convention in mid-October, which is when the convention is held, is an ideal time because they don't have to work around football schedules. If Greenville hosted this convention and did a good job, it would then be on the rotation list for future North Carolina League of Municipality conventions. The City would need to make about a \$100,000 contribution to host the event, which may cover such items as transportation or a host city event. Many cities budget \$20,000 for five years to cover this. The Convention and Visitors Bureau would handle the contracts, rooms, etc. On-line registration can be done. The major issue would be transportation, as point-to-point shuttle service needs to be provided every 15 minutes and 45 minutes before the host City event. The City would be responsible for having a Transportation Coordinator, which should be a management level person. The City would need to start working on this event twelve months in advance. There would also need to be a Spouses Program Advisor, which could be a staff level person. There would also need to be a Volunteer Coordinator, a city staff person, to help with the host city event, spouses program, etc. Host city information would need to be provided. On-site medical services would need to be provided by an EMT. Many towns have a charity drive to cover the costs.

Mr. Schmidt concluded by stating that a letter of intent has to be submitted to the League of Municipalities Executive Director by March 31 and a full bid package by August 31. He asked the Council if they would approve the request of the Convention and Visitors Bureau to partner and submit a bid to host the 2010 North Carolina League of Municipalities Convention.

City Manager Davis explained how asking for contributions from people/businesses could offset some of the cost. He asked Mr. Schmidt if other conventions would expect the same kind of support if this convention is supported.

Mr. Schmidt replied that this is a different situation. This is the only one that would be brought to the City asking it to be a host.

City Manager Davis stated that the City Council could look for corporate sponsors and they would have several years to do that.

Motion was made by Council Member Council and seconded by Council Member Glover to approve the request by the Greenville-Pitt County Convention and Visitors Authority to partner and submit a bid to host the 2010 NCLM Convention. Motion carried unanimously.

DISCUSSION OF 2004-2009 CAPITAL IMPROVEMENT PROGRAM (CIP)

City Manager Marvin Davis stated that this is Council's fourth discussion on the Capital Improvement Program (CIP). The staff is asking that the City Council establish a preliminary working list knowing that this may need further information or additional research. The list of COPS projects has not changed, but the General Obligation Bond projects have. The Brownlea Drive Extension, Thomas Langston Road, West Third Street Reconstruction, 45-Block Area Revitalization, and Center City Revitalization Program are projects that do not have any

particular pledged source of revenue. The Storm Drainage Improvements would have a source of revenue that could be used, which is the Stormwater Utility Fund. These two groupings of projects are ones that Council has narrowed over their last four meetings. The total amount for capital improvements for the Certificates of Participations (COPS) is \$10.3 million. The total amount of the General Obligation projects that have been discussed is \$19.9 million. The General Obligation Bond would be on a November referendum and the obligations for those bonds would be good for over eight years. The question is how will those funds be paid for. One cent of ad valorem tax produced \$367,000. The Council had asked staff what the average increase in the tax base had been over the last several years, and that increase has been 5.01% for the last five years. If the amount in this year's budget is used and estimated for ad valorem taxes, it is approximately \$17.8 million, which is an increase of 1.73% annually. Compared with the cost of inflation or new programs that are initiated by the City in a \$52 million budget, Council can see that the gross dollar amount gets spread very quickly. One of things that must be considered is the size of the City, and Council needs to think in the \$52 - \$54 million category. When Council thinks about the extent of projects that are needed, they should think about the extent of funds it takes to run the City. The question was raised what will one-cent of tax rate bring under reevaluation. Previously, the City Council had targeted a benchmark of leaving 10% in fund balance. Therefore, they started off with \$2.2 million as of June 30 that could be placed in Capital Reserve. Since June 30 several necessary project decisions and allocations of funds by the City Council have been made. If the City is to remain at this 10% fund balance level and consider the adjustments that will be made since June 30 to present, this is the amount Council will be looking at to transfer to Capital Reserve. There are several balls in the air to balance at one time including the extent of capital projects that Council would like to do for debt, the extent of funds that can be transferred to Capital Reserves and if so what will these funds be used for. Outside of the debt projects, staff needs to move back to the overall capital program.

City Manager Davis continued by stating that once the City Council gives staff a preliminary list of debt funded projects, staff would bring back projects that are in the met or unmet category to get Council's feedback, including which projects could be done over time with lease purchases, which ones could be done potentially with cash on hand, which ones might be grant funded from grant opportunity sources, and which ones might come from Powell Bill funds or the Debt Service funds. This piece that Council has been looking at for projects that might be financed with debt is really sort of the heart and soul of the capital improvement projects. Staff is looking for feedback on the list of the COPS and GO projects. If the City Council wants to massage or change the preliminary working list, that is fine. When Council sees fit to go to a preliminary working list, staff would like to bring back the overall Capital Improvement Program in March.

Mayor Pro-Tem Miller stated that under the COPS projects, Council had requested the deletion of the Disc Golf Course at West Meadowbrook project. Nobody lives there to play, and the project needs more study. He also would like to request the tabling of the RV Park and Dog Park until they get further information as whether they will be able to prioritize the projects.

Mayor Parrott stated that under the renovation and expansion of administrative facilities in the amount of \$4.7 million, they are talking about using all of the capital reserve monies to do that project. Since it is a COPS project, they should go ahead and finance the project completely and

not deplete the capital reserve. It is such a great time to borrow money because the interest rates are so low.

Mayor Pro-Tem Miller questioned if they leave that in the Capital Reserve could the City take it back for debt service on a capital improvement project.

City Attorney Dave Holec responded that is correct.

Council Member At-Large Dunn questioned whether they are including the Fire/Rescue Administrative Building and Carver Library projects and deleting the Disc Golf Course, RV Park and Dog Park projects. She stated that the total operational costs for the items minus the \$2,000 for the Disc Golf Course is an additional \$530,000 in operational costs and \$1.2 million in terms of the budget.

Mayor Pro-Tem Miller responded that is correct.

City Manager Davis responded that staff would provide Council an informational summary sheet on each project including the cost and timeframe, how the project will be used and any potential sources of revenues that could be used for the project. On the COPS list, that will not be the case very much. As of June 30, 2003 the City Council said they wanted to leave 10% in fund balance for emergencies and for operating expenses, which is a reasonable number, and it is a policy decision. From June 30, 2003 until this month these commitments have been made. If they wanted to start at anything above 10%, Council would consider transferring it to Capital Reserve as of June 30. They started with \$2.2 million. This list of twenty items or things that have occurred since July 1, 2003 until the first of this month and these would be commitments for some reason that have come up for projects that have been necessary to commit funds to. The interest of these decisions has been voted on by the City Council and they are formal. Part of these will be recognized in a budget ordinance amendment for Thursday night. Some of them are not yet recognized because they are underway. For example, at the last several Capital Improvement Program meetings, Council asked staff to look at an engineering evaluation of the warehouses. Mr. Tysinger has that in process. However, there is not a contract commitment on it, but it is something that the City Council authorized by vote. The same thing is true for the Bulkhead Repair and Parking Deck projects.

Council Member At-Large Dunn stated that these are twenty items that the City Council has already committed this amount to since June 30, 2003.

City Manager Davis stated that is correct.

Council Member Little questioned whether that means that they are transferring approximately \$800,000 into Capital Reserve.

City Manager Davis stated that is correct. The \$1.4 million is the amount of the commitments made by Council and the net of that is approximately \$860,000 to transfer to Capital Reserve.

Council Member Little questioned whether the City would be technically reimbursed for the Carver Library Expansion Design and the Training Center if those are now COPS projects.

City Manager Davis stated that is correct. The City Council had talked about issuing COPS next year so it would be outside of this fiscal year. To keep the 10% fund balance in this fiscal year it has to be deducted and it could be added back into next year's Capital Reserve.

Motion was made by Mayor Pro-Tem Miller and seconded by Council Member Craft to approve all of the COPS projects to be included in the Capital Improvement Program for this year excluding the Disc Golf Course at West Meadowbrook, Dog Park and RV Park projects. (That would include Fire/Rescue Station 6/Training Facility and Equipment--\$3,078,000, Administrative Facilities Renovation/Expansion--\$9,500,000, Carver Library Expansion--\$1,095,430, and Park Development (Red Oak Park, Expansion of Greenfield Terrace, and Guy Smith Stadium Parking Lots/Lighting)--\$14,848,430). Motion carried unanimously.

City Manager Davis stated that Dr. Ken Wilson of East Carolina University would be able to conduct a telephone survey of citizens to have a 95% rate of statistical accuracy. Dr. Wilson can do the survey in March and have the survey results back at the end of March.

Mayor Pro-Tem Miller asked City Manager Davis to refresh Council's memory on the City's financial commitment to the State on the Farmville Boulevard Tenth Street Connector project.

City Manager Davis responded that it was a total of \$6 million dollars--\$2 million from the City, \$2 million from East Carolina University, and \$2 million from Pitt County Memorial Hospital.

Mayor Pro-Tem Miller questioned whether the City's \$2 million is coming out of the General Fund.

City Manager Davis stated that is correct and they have set aside in this year's budget an installment to transfer to Capital Reserve.

Mayor Pro-Tem Miller questioned that if the City is going to do a GO bond, why wouldn't the \$2 million be placed in the GO bond for transportation. It would be a bigger sales point for a bond issue than a two-block area of Brownlea Drive.

City Manager Davis stated that they could do that. The reason why it has not been on the list is because they had talked about the annual payments being subsidized.

Mayor Pro-Tem Miller stated that the new major thoroughfare into the heart of the City would relieve that congestion. On the south side, they are aware that Thomas Langston Road and West Street Reconstruction need to be done. They have covered the parts of the City with projects that would be politically easier to sell.

City Manager Davis responded that this is something that they would have to talk to the Bond Counsel about. He questioned since this is not a total all end construction project by the City, from the bond financing point of view, would the City have difficulty in using these proceeds for financing.

City Attorney Holec responded that staff would have to review this in order to give Council the final answer. The City's authority is for expenditures relating to street improvements. This is a

street improvement, which the City has authority to commit funds. However, since it is a State Street and the State will do the improvements, staff needs to check on whether that creates a problem.

Mayor Parrott stated that it is a great idea to check on. He questioned if the Council places transportation on the referendum in November would they put just one number for transportation or would they list all the projects.

City Attorney Holec responded that in the past they put the statement on the ballot which states the general purpose and they do give the general description as to what projects are involved during the public information campaign.

Mayor Pro-Tem Miller stated that he feels the public deserves to know what the transportation projects are. The Tenth Street Connector would be a project for everyone in the City who tries to travel for medical care.

Council Member Little questioned the new twenty-year timeframe of the Brownlea Drive.

City Attorney Holec stated that the timeframe for the right-of-way for the construction is ten to fifteen years.

Council Member Little questioned whether that one would affect the sales ability of the rest of them.

Mayor Parrott stated that it would help the sales ability of the rest of them. No more than the Brownlea Drive project is, he thinks that it could be funded some other way. He thinks that the citizens would support the Tenth Street Connector more so than the other way.

Council Member Dunn stated the citizens might support it if they know that they don't have to go across the railroad track. The selling point will be the railroad track and not the Tenth Street Connector.

Council Member Little questioned whether the Council is going to substitute the Brownlea Drive project for the Tenth Street Connector.

City Manager Davis reminded the Council that this is a preliminary working list and there are a lot of things that staff will check before establishing the overall capital improvement projects. He asked Council whether they wanted to have discussions on the other three items.

Mayor Pro-Tem Miller suggested that Council wait for Dr. Wilson's survey reactions to these three items.

Upon being asked if staff knows what type of questions Dr. Wilson is going to ask, City Manager Davis responded no. Dr. Wilson had wanted background from them on the projects and how the questions would be formed. Dr. Wilson would return these questions to staff, which would share them in their Notes to Council. Council would be asked to contact staff if they have

any concerns about the structure of the questions. Dr. Wilson would share the questions, ask for Council's feedback and then use those questions for the poll.

Upon being asked if some of the questions revolve around tonight's discussion on some of these projects, City Manager Davis responded that the questions would revolve around the projects that are in General Obligation bonds. That is why Council is trying to establish a preliminary working list to know which projects to survey on and to start working with in a general way.

Council Member Little stated it will be good to find out what the public thinks about the projects that Council has talked about for months and add the Tenth Street Connector.

Motion was made by Council Member Little and seconded by Council Member Craft to get information on each project (Brownlea Drive Extension Phase II, Thomas Langston Road, and West Third Street Reconstruction) and to add the Tenth Street Connector project to the list of Transportation projects. Motion carried unanimously.

PRESENTATION REGARDING HORIZONS COMPREHENSIVE PLAN

Mr. Neil Holhouser reminded the Council that the Horizons Plan update began in September 2001 and has had considerable public input. The Comprehensive Plan Committee and the Planning and Zoning Commission have recommended the update to the City Council. The Horizons Comprehensive and Land Use Map will be before the City Council for discussion and a public hearing on Thursday night.

ESTABLISHMENT OF THE TASK FORCE FOR PRESERVATION OF NEIGHBORHOODS AND HOUSING

City Attorney Dave Holec reminded the Council that at the January 5, 2004 meeting, Council requested that information be provided that would assist in establishing a Task Force on Rental Property. Staff first looked at the experience of other cities that had a similar task force. Carl Rees, Neighborhood Services Coordinator, contacted staff persons of two cities that have gone through this process fairly recently--Raleigh, North Carolina and Blacksburg, Virginia. The most important comments that came out of those discussions were:

- A nine to sixteen membership of a committee was not too large and is a workable size.
- The membership of the committee should have diverse representation of the community of persons who are interested in the neighborhoods and include persons who are involved with rental business.
- A six-month timeframe as far as their completing their charge is not an unreasonable amount of time. It is a sufficient amount of time for them to have. One of the cities had tried to do it in a two-month process and they extended themselves to a six-month timeframe.
- Early meetings of the task force would be on informational items to get the committee members up to speed as to what are the current rules and regulations and what other cities are doing. The members would then go to the next level as to see what types of things to recommend to the City Council.
- A critical point that was learned from the other cities is that the task force should be provided a clear statement of its mission that outlines the items that are to be reviewed and considered.

This way they would know what to be looking at so that they are not floundering or saying that should we talk about this particular item or not.

City Attorney Holec stated that he has developed a proposal for the Council based upon a memo City Manager Davis gave Council about some ideas and Council's brief discussion at the last meeting. Approval of the proposal would establish the task force. Council may make amendments. The purpose of the task force is to examine conditions that exist in neighborhoods of detached single-family and duplex housing areas in the City, determine the impact of rental property on these neighbors, and to propose actions that strengthen and enhance the viability and livability of these neighborhoods to address the conditions caused or resulting from single-family or duplex dwelling rental property being located within the neighborhood. These are the bottom-line recommendations that Council would want to have come out of the task force. The Council would be focusing on single-family and duplex neighborhoods/residential areas and looking at the impact on rental units within those neighborhoods, not necessarily apartment complexes that may be located adjacent to them. The Council can modify that but this is the proposed purpose.

City Attorney Holec continued by stating that the membership of the committee is also critical. The proposed process is for a fifteen-member committee, which is within the range of the other two cities that had these task forces. The actual appointment of the members would be by City Council based upon nominations, which are submitted by various persons. The nominations would come from the following:

- Five persons nominated by the Coalitions of Neighborhood Associations and those persons who would be involved with neighborhood associations. City Attorney Holec stated that if the Council is not satisfied with one of their nominations and wanted to appoint someone different than someone who has been nominated, Council could solicit another nomination from that same group. Five persons would be nominated from the Coalition.
- Five persons who are resident homeowners, one from each City voting district from nominations made by Council Members. Each Council Member who is elected from a district would make a nomination to Council and the City Council would make the appointment. If Council did not want to have that person, then Council could reject the nomination and ask for the Council Member to ask staff to submit another nomination. There is a qualifying factor for those nominations that the homeowner has to reside within the district of the Council Member who is making the appointment.
- Two persons who are affiliated with East Carolina University or Pitt Community College from nominations made by the Council Member At-Large. City Attorney Holec stated that Council Member At-Large Dunn would make two nominations to the Council and Council would make the appointment.
- Three persons who are either landlords or rental managers of single-family or duplex dwellings within the City. City Attorney Holec stated that the Mayor would make those three (3) nominations and the City Council has the ability to make the appointment.

City Attorney Holec stated that it is best to have an odd number of members so that there will be no tie votes if everybody is present at meetings and a diverse representation to make sure that all areas of the City are represented (specifically interests and representations from the Coalition of Neighborhood Associations, educational institutions and from those who are involved in the rental business). This a proposed method and Council could change it where each Council

Member would make an appointment directly as opposed to the City Council approving it. That is a mechanism for the City Council to determine. Also in the proposal are some housekeeping measures for the Committee to begin work immediately.

City Attorney Holec suggested that the Council designate a Chairman and Vice-Chairman from the persons appointed so that the task force is not addressing this as their first item of business. An alternative way to do is to let the members at their first meeting to elect the Chairman and Vice-Chairman. They would still have the right to vote on any issue and they would preside over all meetings of the task force. A quorum would be at least six members, which would be a little bit greater than one-third of the total membership of the board. The affirmative vote of the majority of the members present and voting would be necessary to approve any motion. It is proposed that the members start meeting in March. The City staff would schedule the first meeting and thereafter the task force would schedule their meetings as they think are appropriate.

City Attorney Holec stated that there are two benchmarks for action for the reports that the Council is asking from the committee. One would be a progress report to the Council at their June meeting including where they are and where they expect to be. At the six-month period, the task force would make their recommendations at the September meeting of City Council. They can always come back to City Council and ask for additional time, if needed.

City Attorney Holec stated that the assistance would be from three staff members including Carl Rees, Neighborhood Services Coordinator; Harry Hamilton, Chief Planner; and Neil Holthouser, Senior Planner. That would give Council the expertise that they are looking for to give them advice. This is a proposal for Council and if Council requires some modifications, they can give them to him and he will have the revised proposal available for Thursday's meeting. The vision as far as the timeframe is that the Council would approve this either tonight or Thursday night so that Council will be ready to make appointments at the March meeting. The committee would start their meetings in March.

Council Member Glover expressed concern about the Neighborhood Association Coalition not being representative of the entire city. She also expressed concern about their being able to nominate five people. That does not give enough people who are in really problem neighborhoods any say so. Those persons may not know what is happening in other neighborhoods or what even to address in other neighborhoods. There are many active neighborhood associations that are not a member of the Coalition.

Mayor Pro-Tem Miller stated that there has to be diversity in the nominations from the Neighborhood Association Coalition and they need to be from different neighborhood associations.

City Attorney Holec responded that the neighborhood associations that are represented do not have to be members of the Coalition. As suggested, it calls for five persons who are involved with neighborhood associations, not necessarily who are members of the Coalition of Neighborhood Associations.

City Attorney Holec stated that Mayor Pro-Tem Miller had suggested that if Council approves this and wants to have that as a direction that you expect them to have diversity, that message

can be given to them when they come back with their nominations. If Council is not satisfied, Council does not have to accept their nominations and can ask them to come back to them with different nominations.

Mayor Parrott suggested letting the neighborhood associations recommend a list of people to the Council Members, but let each Council Member actually make the nomination to allow each Council Member to make two nominations instead of one.

Council Member Glover expressed that was fairer and would provide for a more diverse group of people from all over the City versus people that this coalition is familiar and used to working with.

Council Member At-Large Dunn suggested saying, "The Neighborhood Associations' Coalition would recommend someone from each of the five voting districts to ensure that there would be adequate representation from across the City.

City Attorney Holec asked for clarification on whether the Council actually wants the membership to be as follows:

- five persons who are resident homeowners, one from each City voting district, after soliciting a recommendation from the Coalition of Neighborhood Associations
- two persons who are affiliated with either East Carolina University or Pitt Community College from nominations made by the Council Member elected at large
- three persons who are landlords or rental managers of single-family or duplex dwellings within the City from nominations made by the Mayor
- five persons recommended by the Coalition of Neighborhood Associations, one residing in each district, to be nominated by the Council Member from the respective district.

City Attorney Holec stated that the recommendations from the Coalition of Neighborhood Associations do not necessarily have to be homeowners and the nominees have to be involved with Neighborhood Associations. However, the nomination that is going to be brought to City Council is going to be from the individual Council Member so that there will be five nominations one made by each individual Council Member after they solicit a recommendation from the Coalition of Neighborhood Associations.

Motion was made by Council Member Glover and seconded by Council Member Council to change the persons who are involved with neighborhood associations from nominations made by the Coalition of Neighborhood Associations to that there would be five nominations one made by each individual Council Member after they solicit a recommendation from the Coalition of Neighborhood Associations. Motion carried unanimously.

Council Member Little stated that the Council should have a renter, someone who is a resident or tenant, for the member from East Carolina University.

Council Member At-Large Dunn suggested increasing that number to include one or two students.

Council Member Little suggested changing it to one staff person and one renter. That would keep the numbers the same.

Motion was made by Council Member Little and seconded by Council Member At-Large Dunn to change the two persons to one renter and one staff person who are affiliated with either East Carolina University or Pitt Community College. Motion carried unanimously.

Council Member Glover questioned the Mayoral appointments of three persons who are either landlords or rental managers of single-family or duplex dwellings within the City from nominations made by the Mayor. She stated that she definitely wants areas that are most devastated by rental property to be represented.

Council Member Dunn stated that one of the requests that came from a couple of people is that they wanted to change the name of the committee to Task Force for Preservation of Neighborhoods and Housing.

Council Member Glover stated that she likes the original name, Citizens Task Force on Improving Rental Property. That's what she wants, improvement.

Motion was made by Council Member At-Large Dunn and seconded by Mayor Pro-Tem Miller to rename the committee to Task Force for Preservation of Neighborhoods and Housing. Motion carried unanimously.

AWARD OF CONTRACT FOR CITY MANAGER EXECUTIVE SEARCH FIRM

Motion was made by Council Member Glover and seconded by Council Member Craft to award the contract for the City Manager Executive Search Firm to Springsted, Inc. Motion carried unanimously.

REVIEW OF FEBRUARY 12, 2004 CITY COUNCIL AGENDA

The Council did a cursory review of the items on the February 12, 2004 City Council Meeting agenda and reviewed the appointments to Boards and Commissions.

Motion was made by Mayor Pro-Tem Miller and seconded by Council Member Craft to continue the rezoning request by Greystone Mobile Home Park, LLC until March at the request of the petitioner. Motion carried unanimously.

Motion was made by Council Member Craft and seconded by Council Member Little to excuse Mayor Pro-Tem Miller from voting on the rezoning and annexation requests by Carroll & Associates due to a conflict of interest. Motion carried unanimously.

Motion was made by Council Member Little and seconded by Council Member Craft to continue the rezoning and annexation requests by Carroll & Associates until the March meeting at the request of the petitioner. Motion carried unanimously.

COMMENTS FROM MAYOR AND CITY COUNCIL MEMBERS

Council Member Council announced that February is Black History Month. AKA had its Annual Black History Quiz Bowl to raise money for scholarships.

Council Member Council stated that the East Carolina University Criminal Justice Department is having a Town Hall Meeting on domestic violence.

Council Member Council stated that high schools are participating in CIAA High School Day.

Council Member Glover stated that on February 10 at 6:30 there will be a meeting regarding the revitalization of West Greenville at the West Greenville Recreation Center.

Council Member Glover stated that during Black History Month, there will be a series of Lectures by Ozzie Hall, with topics including such things as the History of the black church. They will be held on February 2, 9, 16 and 23 from 7:00 until 8:30 at the Safehaven.

Council Member Little stated that he asked that a shared leave policy be placed on the February 12 agenda and had thought there would be something presented to staff to vote on.

City Manager Davis stated that the personnel policies for the City and Greenville Utilities Commission are the same. This will go before the Joint Compensation Committee on Wednesday.

CITY MANAGER'S REPORT

City Manager Davis had no items to report.

ADJOURN

Motion was made by Council Member Craft and seconded by Council Member Glover to adjourn the meeting at 8:40 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, CMC
City Clerk